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**MINUTES**  
**STATE MENTAL HEALTH, MENTAL RETARDATION**  
**AND SUBSTANCE ABUSE SERVICES BOARD**

**January 15, 2008**  
**DMHMRSAS's Central Office**  
**Richmond, Virginia**

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**Members Present:** Victoria Huber Cochran, **Chair**; Daniel E. Karnes, **Vice Chair**; Linda S. Bartlett, Rev. Cheryl Ivey Green; Ruth G. Jarvis; Mary J. McQuown; Ananda K. Pandurangi and Kathryn A. Smith.

**Members Absent:** Catherine M. Hudgins

**Staff:** Wendy Brown, Policy Analyst, Office of Planning & Development  
Jewel Crosby, Executive Secretary, State Board  
Charline Davidson, Director, Office of Planning & Development  
Linda Grasewicz, Senior Planner, Office of Planning & Development  
David McGinnis, Decision Support Manager, Office of the Commissioner  
Meghan McGuire, Communications Manager, Office of Legislation & Public Relations  
James S. Reinhard, M. D., Commissioner, Office of the Commissioner

**Others:** Jane Hickey, Assistant Attorney General/Chief, Office of the Attorney General  
Ray Gudum, Chairman, VACSB

**Call to Order:** Victoria Cochran, Chair, called the meeting to order at 10:09 a.m.

**Agenda:** *Upon a motion by Daniel Karnes and seconded by Linda Bartlett, the Board unanimously approved the January 15, 2008 agenda as presented.*

**Minutes:** *Upon a motion by Mary McQuown and seconded by Kathryn Smith, the Board unanimously approved the December 7, 2007 minutes as recorded.*

**Public Comments:** Written comments were submitted and shared with the Board from Mr. Sam Mela. (Comments attached)

The Board discussed the process for responding to public comments and it was clarified that public comments would continue to be directed to the appropriate staff for follow up. Staff will report back to the Board upon actions taken in response to comments.

**Report of the  
Nominating  
Committee:**

Ruth Jarvis reported on behalf of the Nominating Committee and presented the 2008 Slate of Officers.

*Upon a motion by Ruth Jarvis and seconded by Cheryl Ivey Green, and the nomination closed, the Board unanimously accepted the slate of officers presented by the Nominating Committee and elected Victoria Cochran as Chair and Daniel Karnes as Vice Chair.*

**Staff Updates:**

Meghan McGuire, Communications Manager, shared the lead and secondary list of legislative bills the Department is tracking.

Cheryl Ivey Green explained the legislative bill development process to the Board.

The Board Chair requested that Ruth Anne Walker, Legislative Manager, provide a bill-tracking summary and budget amendment data to the Board as a reporting mechanism oppose to members researching legislative bills individually.

**Recognition of  
Service:**

The Board Chair acknowledged Mr. Hunt Gunter and Dr. David Trinkle for their services to the State Board from July 1, 2003 – June 30, 2007.

*Upon a motion by Mary McQuown and seconded by Kay Smith, the Board unanimously approved sending recognition plaques to Dr. Trinkle and Hunt Gunter acknowledging their services to the State Board.*

**Report of the  
Policy Development  
and Evaluation  
Committee:**

Daniel Karnes reported on behalf of the Committee. The Policy Development and Evaluation Committee met Monday, January 14, 2008 at 1:00 p.m. The Committee recommended the Board rescind the following policies:

1011 Mental Retardation Services  
1012 Mental Health Services  
1018 Eligibility for Services  
1022 Long Term Care of Persons with Mental Disabilities  
4020 Placement of Patients/Residents in Homes for Adults  
4027 Community Support Programs for Persons with Serious Mental  
Illness  
4028 Communication with CSB Contract Agencies  
5007 Clinical Record System  
6003 CSB Financial Management

*Upon a motion by Cheryl Ivey Green and seconded by Linda Bartlett, the Board unanimously rescinded policies 1011, 1012, 1018, 1022, 4020, 4027, 4028, 5007 & 6003 recommended by the Policy Development and Evaluation Committee.*

The Committee also recommends that the Board take the following actions on the following policies:

- Amend Policy 1015 and distribute it for field review noting that the Board intends to rescind ***Policy 1013, Facility and Community Alcohol and Other Drug Services*** and indicate that the Board intends to address any concerns related to that rescission in a revised ***Policy 1015, Services for Individuals with Co-occurring Disorders***. (see proposed changes drafted on page 4 of Policy 1015.)
- Rescind ***Policy 4023, Residential Services*** and use parts of it that deal with housing as a basis for developing a new policy on housing (rather than residential services).
- Rescind Policy ***5010, State Facility Uniform Clinical and Operational Policies and Procedures*** and use parts of this to that address standard state facility operations in a new policy that the Board may develop on Performance Expectations.
- Retain ***Policy 6001, Process and Timetable for Board/Department Interaction in Budget Preparation and Submission*** for now but revise to reflect the Boards role in providing input to the Department in the formulation of the Department's budget requests.

The Committee also recommends that the Board authorize the development of a new policy on interoperability that addresses communication among the boards of other agencies that affect our service system, e.g. Medical Assistance Services, Education, Corrections, Social Services, Health, Criminal Justice Services.

Victoria Cochran shared a vision for the Board work toward providing leadership among relevant state government agencies to enhance opportunities for cross agency and cross secretariat communication at the Board level, which could improve systems from a policy, planning, and operational point of view. She stated that individuals within our services system work with and for many agencies and are impacted in many areas (i.e. Veterans Services, Public Safety, Corrections, Courts, Dept of Rehabilitation, and DMAS).

**Report of the  
Planning and Budget  
Committee:**

Charline Davidson reported on behalf of the Committee. The Committee looked at seven major areas identified in the critical system issues section of the Comprehensive State Plan. The Committee discussed priorities and approaches for monitoring the implementation of the Comprehensive State Plan. They also discussed and recommended presentation topics for the board for the remainder of the calendar year.

**Commissioner  
Report:**

Commissioner Reinhard addressed the Board. Dr. Reinhard commended staff working with the legislative process managing and monitoring the mass number of legislative bills. He pointed out that the Governor has two Omnibus Bills HB 499, patron, Delegate Hamilton and SB 246, patron, Senator Howell that addresses recommendations from the Virginia Tech Review Panel reflecting proposals from the Commission on Mental Health Law Reform to improve involuntary mental health treatment. Dr. Reinhard shared that there were a number of bills from the Chief Justice Commission related to mental health law reform and the civil commitment process.

***The Chair called for a lunch break at 11:50 a.m. and reconvened at 12:35 p.m.***

*A motion was made by Dan Karnes and seconded by Ruth Jarvis to have staff (Ruth Anne Walker and Meghan McGuire) contact the Governor's office and produce a draft letter in support of the Omnibus Bill. The Board unanimously voted to draft a letter of support for the Board Chair's signature.*

**VACSB Report:**

Ray Gudum reported on behalf of the VACSB. Mr. Gudum distributed copies of the agenda for the upcoming VACSB Legislative Conference scheduled for January 21-23, 2008 at the Omni Hotel in Richmond. Board members were encouraged to attend should their schedule allow.

**Board Liaison  
Report:**

**Kay Smith** reported to the Board that a Piedmont CSB apartment complex was devastated with a fire on December 30. The residents were evacuated and they received overwhelming assistance from the community.

**Mary McQuown** reported that she attended the System Leadership Council meeting. The Council was updated on the budget and given a fact sheet on the Governor's proposal. She also reported that the exposure draft of the FY 2009 Performance Contract was distributed to CSBs for review.

**Victoria Cochran** reported that the New River Valley CSB has made an offer to a new Executive Director, Dr. Harvey Barker.

**PPAC Council  
Appointments:**

The Prevention and Promotion Advisory Council (PPAC) requested initial appointment to fill the Academic-Faculty, CSB Prevention Director and CSB Executive Director slots. Kerry J. Redican, Ph.D., Judith Romberg and Charles Walsh, Jr. were recommended by PPAC to fill the openings.

*Upon a motion by Cheryl Ivey Green and seconded by Mary McQuown, the Board unanimously appointed Kerry Redican, Judith Romberg and Charles Walsh, Jr. to the Prevention and Promotion Advisory Council.*

**By-Laws Update:**

Jewel Crosby identified administrative revisions to the By-Laws noting changes in several code numbers.

*Upon a motion by Kay Smith and seconded by Ruth Jarvis, the Board By-Laws were unanimously adopted with noted administrative revisions.*

Ruth Jarvis suggested that the Board make certain that upon its annual evaluation of the Board's performance, it be recorded and reflected in the minutes following the annual Board retreat and included in the submission of the Executive Summary required by Virginia Code 37.2.-200.

**Presentation:**

David McGinnis, Decision Support Manager, Office of the Commissioner shared information on data collection to the Board.

**Board Liaison  
Assignment:**

The Board Chair shared the proposed Regional CSB/Facility Liaison Assignment. Board members were asked to review and endorse or offer preference to the Chair. Board members confirmed liaison assignments and recommended the Board Chair sending a letter to the CSBs and Facilities to announce the regional liaison assignment.

**Inter-Board  
Communication  
& Coordination:**

Board members were given copies of the Health and Human Services/Public Safety agencies roster as a point of contact to begin developing partnership and collaborative services with other government entities. Victoria Cochran suggested obtaining endorsement from the Governor and Commissioner to implement such partnership. Charline Davidson suggested the Board begin by hosting a summit to bring stakeholders together.

**Other Business:**

The next meeting of the Board will be held Tuesday, April 1, 2008 in Staunton with the Policy Development and Evaluation and Planning and Budget Committees meeting Monday, March 31 at 4:00 p.m. respectively. The State Board Volunteer Luncheon will resume at the conclusion of the Board meeting on April 1.

The meeting adjourned at 2:39 p.m.

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**Victoria Huber Cochran, Chair**

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**Jewel Crosby, Secretary**

January 15, 2008

I want a **teleconference** with your board so I can explain how the Virginia Department of Mental Health was able to so completely evade performing its responsibilities.